



# ACROBAT OUTSOURCING

## TSC GROUP

### Employee Performance Review

#### EMPLOYEE INFORMATION

|               |              |                |              |
|---------------|--------------|----------------|--------------|
| Employee Name | Sandy Skees  | Date of Review | 5/1          |
| Job Title     | Prep Cook    | Date           | 5/1          |
| Department    | Tuck Shop    | Manager        | Eddie Garcia |
| Review Period | 4/18 to 4/19 |                |              |

#### RATINGS

|   | 1<br>Unacceptable     | 1.5<br>Needs Improvement | 2<br>Meets Expectations | 2.5<br>Exceeds Expectation | 3.5<br>Outstanding    | 4<br>Outstanding      | 4.5<br>Outstanding    | 5<br>Outstanding      |
|---|-----------------------|--------------------------|-------------------------|----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Work Quality &amp; Job Knowledge</b> |                       |                          |                         |                            |                       |                       |                       |                       |
| Technical Ability                       | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
| Work Quality                            | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
| Job Knowledge                           | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
| Creativity                              | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
| Productivity                            | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
|   | 1<br>Unacceptable     | 1.5<br>Needs Improvement | 2<br>Meets Expectations | 2.5<br>Exceeds Expectation | 3.5<br>Outstanding    | 4<br>Outstanding      | 4.5<br>Outstanding    | 5<br>Outstanding      |
| <b>Dependability</b>                    |                       |                          |                         |                            |                       |                       |                       |                       |
| Attendance/Punctuality                  | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
| Reliability/Timeliness                  | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
| Consistency                             | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
|   | 1<br>Unacceptable     | 1.5<br>Needs Improvement | 2<br>Meets Expectations | 2.5<br>Exceeds Expectation | 3.5<br>Outstanding    | 4<br>Outstanding      | 4.5<br>Outstanding    | 5<br>Outstanding      |
| <b>Professionalism</b>                  |                       |                          |                         |                            |                       |                       |                       |                       |
| Teamwork                                | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
| Communication                           | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
| Initiative                              | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
| Time Management                         | <input type="radio"/> | <input type="radio"/>    | <input type="radio"/>   | <input type="radio"/>      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Comments/<br>Specific Accomplishments   |                       |                          |                         |                            |                       |                       |                       |                       |
| <b>Overall Rating</b>                   |                       |                          |                         |                            |                       |                       |                       |                       |
| Work Quality & Job Knowledge            | 3                     | Dependability            | 3                       | Professionalism            | 3                     |                       |                       | Average Rating 3      |

#### EVALUATION

|                     |  |
|---------------------|--|
| Additional Comments | Sandy maintains a great level of quality in sausage production and cares about his work.                               |
| Action Plan         | To renew focus in increasing his speed in sausage making without sacrificing quality or control of the project itself. |

#### VERIFICATION OF REVIEWS

By signing this form, you confirm that you have discussed this review in detail with your supervisor. Signing this form does not necessarily indicate that you agree with this evaluation.

Employee Signature

Date

5/2/19

Manager Signature

Date